

RESOLUTION BY

04-R-0605

CITY UTILITIES COMMITTEE

**A RESOLUTION AUTHORIZING THE MAYOR OR HER
DESIGNEE TO ENTER INTO AN APPROPRIATE
CONTRACTUAL AGREEMENT WITH
_____ FOR FC-7676-04, WATER
METER READING SERVICES, ON BEHALF OF THE
DEPARTMENT OF WATERSHED MANAGEMENT IN AN
AMOUNT NOT TO EXCEED _____. ALL
CONTRACTED WORK SHALL BE CHARGED TO AND
PAID FROM FUND ACCOUNT AND CENTER NUMBER:
_____.**

WHEREAS, the City of Atlanta (the "City") did advertise for FC-7676-04, Water Meter Reading Services on behalf of the Department of Watershed Management; and

WHEREAS, the Commissioner of the Department of Watershed Management and the Chief Procurement Officer have recommended that the Agreement for FC-7676-04, Water Meter Reading Services be awarded to _____ for a period of two (2) years with 4 (four), one (1) year renewal options.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, that the Mayor be and is hereby authorized to enter into an agreement with _____, for FC-7676-04, Water Meter Reading Services.

BE IT FURTHER RESOLVED, that the Chief Procurement Officer be and is hereby directed to prepare an appropriate agreement for execution by the Mayor to be approved by the City Attorney as to form.

BE IT FURTHER RESOLVED, that this agreement shall not become binding on the City, and the City shall incur no liability upon same until such contract has been executed by the Mayor and delivered to the contracting party.

BE IT FINALLY RESOLVED, that all services for said contracted work shall be charged to and paid from fund account and center number: _____.

G-1

LEGISLATIVE SUMMARY

TO: CITY UTILITIES COMMITTEE

CAPTION

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METER READING SERVICES, ON BEHALF OF THE
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PAID FROM FUND ACCOUNT AND CENTER NUMBER:
_____.**

Council Meeting Date: April 19, 2004

Legislation Title: FC-7676-04, Water Meter Reading Services

Requesting Dept.: Department of Watershed Management

Contract Type: Professional Services

Source Selection: Sealed Proposals

Proposals Due: March 24, 2004

Estimated Value: Based on unit price and number of meter read.

Background: To provide water meter reading and associated services. Currently, the meter reading activities are performed in-house by City employees. The City has the need to expand its meter reading capabilities and desires to obtain the services of an outside organization to supplement its existing staff. Initially the City intends to enlist the services of said outside service provider to read meters in approximately one half of its service area. The current meters are manual read meters, but, may be replaced over time with electronic read meters.

Fund Account Center: _____

Prepared By: Djuana Herron, Contracting Officer

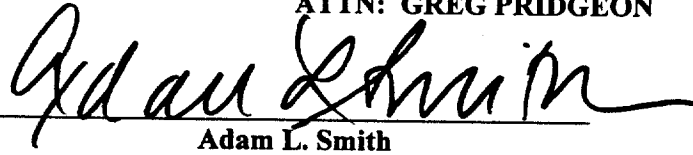
Contact Number: (404) 330-6816

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Chief Procurement Officer's Signature:


Adam L. Smith

Originating Department: Department of Watershed
Management

Contact Person: Djuana Herron (x 6816)

Committee(s) of Purview: City Utilities Committee

Council Deadline: March 18, 2004

Committee Meeting Dates: March 30-31, 2004

Full Council Date: April 19, 2004

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR OR HER DESIGNEE TO ENTER INTO AN APPROPRIATE CONTRACTUAL AGREEMENT WITH _____ FOR FC-7676-04, WATER METER READING SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED _____. ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER: _____.


BACKGROUND

THE SCOPE OF WORK FOR THIS PROJECT IS TO PROVIDE WATER METER READING AND ASSOCIATED SERVICES. CURRENTLY, THE METER READING ACTIVITIES ARE PERFORMED IN-HOUSE BY CITY EMPLOYEES. THE CITY HAS THE NEED TO EXPAND ITS METER READING CAPABILITIES AND DESIRES TO OBTAIN THE SERVICES OF AN OUTSIDE ORGANIZATION TO SUPPLEMENT ITS EXISTING STAFF. INITIALLY THE CITY INTENDS TO ENLIST THE SERVICES OF SAID OUTSIDE SERVICE PROVIDER TO READ METERS IN APPROXIMATELY ONE HALF OF ITS SERVICE AREA. THE CURRENT METERS ARE MANUAL READ METERS, BUT, MAY BE REPLACED OVER TIME WITH ELECTRONIC READ METERS.

FINANCIAL IMPACT (if any) _____

Mayor's Staff Only

Received by Mayor's Office:

3.18.04 
(date)

Reviewed by:


(initials) (date)

Submitted to Council:

(date)

Action by Committee: _____ Approved _____ Adversed _____ Held _____ Amended
_____ Substitute _____ Referred _____ Other

3/16/04